**CVBD Board of Directors**

**Meeting Minutes**

**December 4, 2018**

Members Present: Ricardo Gonzalo, Doug McKendrick, Alicia Wiley, Bill Baker, Charlie Augello, Sharon Kilmartin, Kathy Brandt, Nancy Musselwhite, Bill Grant, Joe Fallis, Dave Toolan

Others Present: Katie Williams, Brooks Binder, Jay Markwalter

Meeting called to order at 11:37 a.m.

**Minutes**

* The Board reviewed minutes from the August 9, 2018 Board of Directors Meeting. Upon motion duly made and seconded, the minutes were unanimously passed.

**Committee Reports:**

Executive:

* Alicia Wiley provided a hotel outlook and the other hotel members weighed in on the impact of the Super Bowl and Q4. Sharon Kilmartin provided an update on the Crowne Plaza renovation and announced that they are expected to open February 15.

Personnel:

* No personnel updates.

Financials:

* Bill Baker reported the 3rd quarter financials.
* The board engaged in a discussion about the two banks where the CVB holds accounts. Bill Baker, Bill Grant, and Katie Williams are going to discuss options.

**City of Dunwoody Update**

Michael Starling, economic development director for the City of Dunwoody, attended the meeting to provide an update on office occupancy and developments around the market. He reported that the hotel tax bond issue is expected to be discussed by Council at the retreat in February.

**Director’s Report:**

Katie Williams and Kimberly Franz reviewed the directors report that was provided to the board in advance of the meeting.

**Old Buisness:**

Strategic Plan

* Katie Williams reported that the strategic plan committee has reviewed the first draft of the strategic plan and that edits were in process. The board would have a draft to review within a week or so, in time for the meeting with Bill Geist on December 19.

**New Business:**

Budget and Business Plan

* Katie Williams presented the 2019 budget and business plan. Upon motion duly made and seconded, the 2019 budget and plan were unanimously passed.

Board and Execuive Committee Nomiations

* The nominating committee presented a slate of officers for the 2019 year. Upon motion duly made and seconded, the 2019 board and executive committee nominations were unanimously passed.

The meeting adjourned at 1:00 p.m.